



**Building Inspection/Code Enforcement**  
**2 Town Hall Road, Newton, NH 03858**  
**Tel: 382-4405 6 Fax 382-9140**  
[www.newton-nh.gov](http://www.newton-nh.gov)

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**RESIDENTIAL PERMIT APPLICATION**

Building Permit # \_\_\_\_\_ - \_\_\_\_\_ Map \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Zone \_\_\_\_\_

**PROJECT ADDRESS**  
(required)

**PROPERTY OWNER FULL NAME**

**PHONE NUMBER**

**MAILING ADDRESS**

**CITY, STATE, ZIP**

**EMAIL ADDRESS**

*I acknowledge that the proposed structure or improvement(s) shall not be occupied or otherwise utilized without the issuance of a CERTIFICATE OF OCCUPANCY or CERTIFICATE OF FINAL INSPECTION. A Certificate of Occupancy or Certificate of Final Inspection is required for all permits upon completion of all final inspections.*

**PROPERTY OWNER SIGNATURE** (or letter indicating the proposed work is to be performed with his/her approval)

**DATE**

**Project Information (Check all that apply):** Foundation Only: \_\_\_\_\_ New Single-Family Dwelling: \_\_\_\_\_  
New Multi-Family Dwelling: \_\_\_\_\_ Accessory Apartment: \_\_\_\_\_ Residential Addition: \_\_\_\_\_ Accessory Building: \_\_\_\_\_  
Garage/Barn: \_\_\_\_\_ Internal Renovation/Alteration: \_\_\_\_\_ External Renovation/Alteration: \_\_\_\_\_ Fireplace Gas: \_\_\_\_\_ Solar Array: \_\_\_\_\_  
Generator: \_\_\_\_\_ Central Air: \_\_\_\_\_ Mini-Split System: \_\_\_\_\_ Gas Heat: \_\_\_\_\_ Electric Heat: \_\_\_\_\_  
Oil Burner (Requires Fire Department Permit): \_\_\_\_\_ Window/Door Replacement: \_\_\_\_\_ Siding: \_\_\_\_\_ Roofing: \_\_\_\_\_ Deck: \_\_\_\_\_  
Shed: \_\_\_\_\_ Pool: \_\_\_\_\_ Electric Service: \_\_\_\_\_ Other: \_\_\_\_\_ Drilled Water Well: \_\_\_\_\_

Total # of Bedrooms: E= \_\_\_\_\_ PT= \_\_\_\_\_ Total # of Bathrooms: E= \_\_\_\_\_ PT= \_\_\_\_\_ Gross Living Area Sq': E= \_\_\_\_\_ PT= \_\_\_\_\_  
\*(Existing = E and Proposed Total = PT)

State approval Septic System # \_\_\_\_\_ Approval Date: \_\_\_\_\_ #of State Approved Bedrooms: \_\_\_\_\_

Impact Fee Amount \_\_\_\_\_ Check # \_\_\_\_\_ Received by \_\_\_\_\_

Description of Work (include dimensions/materials/scope of work)-Additional space on page 3 if needed: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Approved for construction:*

**BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER**

**DATE**

Conditions of this building permit approval: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Foundation Permit #20**\_\_\_\_-\_\_\_\_ Business Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone # \_\_\_\_\_ Email: \_\_\_\_\_  
First/Last Name: \_\_\_\_\_ **Applicant's Signature:** \_\_\_\_\_  
Job Description: \_\_\_\_\_  
Cost of Construction \$ \_\_\_\_\_ **Permit Fee \$** \_\_\_\_\_ Check#/Cash \_\_\_\_\_

**Residential Permit #20**\_\_\_\_-\_\_\_\_ Business Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone # \_\_\_\_\_ Email: \_\_\_\_\_  
First/Last Name: \_\_\_\_\_ **Applicant's Signature:** \_\_\_\_\_  
Job Description: \_\_\_\_\_  
Cost of Construction \$ \_\_\_\_\_ **Permit Fee \$** \_\_\_\_\_ Check#/Cash \_\_\_\_\_

**Licensed Trade Permit #20**\_\_\_\_-\_\_\_\_ **CHECK THE LICENSED TRADE PERMIT THAT'S BEING APPLIED FOR :**  
\_\_\_\_\_**Electric** \_\_\_\_\_**Plumbing** \_\_\_\_\_**Gas** \_\_\_\_\_**HVAC/MECH.** \_\_\_\_\_**Well**  
Business Name: \_\_\_\_\_ License # \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
City/Town: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone # \_\_\_\_\_  
Email: \_\_\_\_\_ First/Last Name: \_\_\_\_\_  
**Applicant's Signature:** \_\_\_\_\_ Job Description: \_\_\_\_\_  
Cost of Construction \$ \_\_\_\_\_ **Permit Fee \$** \_\_\_\_\_ Check#/Cash \_\_\_\_\_

**Licensed Trade Permit #20**\_\_\_\_-\_\_\_\_ **CHECK THE LICENSED TRADE PERMIT THAT'S BEING APPLIED FOR :**  
\_\_\_\_\_**Electric** \_\_\_\_\_**Plumbing** \_\_\_\_\_**Gas** \_\_\_\_\_**HVAC/MECH.** \_\_\_\_\_**Well**  
Business Name: \_\_\_\_\_ License # \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
City/Town: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone # \_\_\_\_\_  
Email: \_\_\_\_\_ First/Last Name: \_\_\_\_\_  
**Applicant's Signature:** \_\_\_\_\_ Job Description: \_\_\_\_\_  
Cost of Construction \$ \_\_\_\_\_ **Permit Fee \$** \_\_\_\_\_ Check#/Cash \_\_\_\_\_

**Licensed Trade Permit #20**\_\_\_\_-\_\_\_\_ **CHECK THE LICENSED TRADE PERMIT THAT'S BEING APPLIED FOR :**  
\_\_\_\_\_**Electric** \_\_\_\_\_**Plumbing** \_\_\_\_\_**Gas** \_\_\_\_\_**HVAC/MECH.** \_\_\_\_\_**Well**  
Business Name: \_\_\_\_\_ License # \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
City/Town: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone # \_\_\_\_\_  
Email: \_\_\_\_\_ First/Last Name: \_\_\_\_\_  
**Applicant's Signature:** \_\_\_\_\_ Job Description: \_\_\_\_\_  
Cost of Construction \$ \_\_\_\_\_ **Permit Fee \$** \_\_\_\_\_ Check#/Cash \_\_\_\_\_

**ATTACHMENTS & SUBMITTALS THAT MAY BE REQUIRED AT TIME OF APPLICATION**

1 Large Paper "Permit Set" of Construction Plans	Septic Approval & Design
1 11x17 Paper "File Set" of Construction Plans	Plot Plan w/Setbacks showing proposed Structures
1 Electronic Set of Construction Plans	Copy of Planning and/or Zoning Decision (if applicable)
Property Owner Sign-Off (Permit/Letter/Email to Bldg Office)	

Additional space if needed:

Description of Work (include dimensions/materials/scope of work):

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